

Attachment A

Camp Blodgett Rules and Policies

Renter must comply with the following rules and policies of Camp Blodgett. Furthermore, it is the responsibility of Renter to insure that Renter's guests and staff also comply.

The Dining Room has a **maximum occupancy** of 144 people when utilizing tables and chairs. The Dining Room and adjacent Conference Room A, when used in combination, can accommodate a maximum of **166** people when utilizing tables and chairs.

⇒ **Deliveries** and pickups must be made within the rental hours as specified in the agreement. Rental equipment must be delivered the day of the event and removed from Camp property immediately following the event unless other arrangements are made at least 30 days in advance. When a tent or other equipment is to be used on the deck it must be approved by the Facility Director or Executive Director. When multiple events are scheduled on a weekend the Renter must be prepared to have all rented equipment removed from the common areas immediately following the event to allow preparation for the next scheduled event. Co-operative planning between Renters sharing the facility over a weekend is often possible and has it economic benefits. Early deliveries and late pickups are subject to an additional charge of \$75 per occurrence if not during regularly scheduled office hours.

Facilities must be vacated by Renter by the times specified in the rental agreement or the Renter may be liable for charges for additional rental periods. There will be a charge of \$100.00 per hour or part of an hour for each hour the facility is occupied exceeding the departure time specified in the rental agreement. The charge will be deducted from the cleaning deposit.

⇒ **Smoking** is not permitted within any Camp Blodgett building or within 25 feet of any door, window, or ventilation equipment. All persons who must smoke must do so in designated areas out of doors. If smoking does occur within any buildings or rooms, Renter may be assessed a special cleaning and/or repair charge.

⇒ **Parking** is allowed only in designated parking areas. Parking is provided for only 5 vehicles at the Retreat Center in the spaces designated at the north end of the tarmac. **Renter must designate who parks in those spaces. Absolutely no parking is allowed along the access road to the Lodge. Vehicles parked in unauthorized areas must be towed at owner's expense to insure access by emergency vehicles.**

⇒ **Set up.** Renter is responsible for planning the layout and for setting up of the facilities for the event. Renter may use Camp's tables and chairs available in that facility. Setup is defined as taking the chairs and tables from their place of storage and placing them in the desired position. Setup must be accomplished within the timeframe of the rental as specified above. We are sorry but dining hall chairs must remain in the Retreat Center or on the deck. **These chairs are NOT to be used on the beach or campus.**

⇒ **Private lodging and dorm rooms** (if rented) will be made up and ready for occupancy. Linens, pillows and towels are NOT provided for dorm rooms but are available for an additional charge of \$10.00 per set per stay when available. Linens rented will be placed in the dorm rooms and it is the responsibility of the guests to make up their own beds. Camp guests are encouraged to bring their own bed linens or sleeping bags. **Guests may NOT sleep directly on the mattresses.**

⇒ **Tear down.** After the event the renter is responsible for removing all decorations from the dining hall. Renter must accomplish the removal of all decorations within the agreed upon rental period. Camp staff will remove all chairs and tables.

⇒ **Cleaning.** Camp will cleanup the dining hall and Conference Room A. Camp will clean the private lodging rooms and the bunkrooms. **The kitchen area will be left in a "ready to be rented" condition. All dishes, utensils, cookware, appliances, surfaces, etc, will be cleaned and returned to their proper location. All trash will be removed to the dumpster.** Any extraordinary cleaning necessary after Renter vacates will be billed at \$25 per hour during normal working hours and \$75 per hour if the cleaning must be performed from midnight to 9AM to accommodate the next party renting Camp facilities.

Decorating. Renter will not use tacks, push pins, nails, screws or other devices, which attach by penetrating the surface of the walls, ceiling, doors, floors or any other surface, either interior or exterior, within Camp Blodgett. Tape may be used so long as it can be easily removed easily without causing damage to the surface in any way. If damage is done during the attachment or removal of decorations, regardless of the type of tape or adhesive used, a special cleaning or repair fee may be assessed. Decorating must be completed within the timeframe of the rental as specified above. All decorations must be removed and properly disposed of by Renter before vacating facilities at the end of the rental period for that facility.

⇒ **Maid Service** is NOT provided for the lodging rooms on a daily basis while Renter occupies room. For guests staying less than four nights, clean towels and bed linens will be provided mid stay only upon request of Renter and an extra charge may be assessed for them.

Towels and bed linens may not be removed from the rooms and will under no circumstances be taken to the beach.

Nighttime access. On nights when there is an event taking place within the Retreat Center, exterior doors will remain unlocked until the event is completed and guests have departed, at which time they will be locked. On nights when there are overnight guests and there is no event-taking place, doors will be locked at 11PM. Overnight guests who may return after that time must make special arrangements with the Camp's representative to insure building access. Failure to do so may make access impossible after 11PM.

⇒ **Catering Companies.** whether contracted by Renter or by Camp on Renter's behalf, shall be required to agree in writing to comply with Camp's Rules and Policies in order to operate within Camp facilities.

Dunes. Our sand dunes are a fragile and very important part of our eco system here on the shores of Lake Michigan. To protect them and the all-important vegetation they support, please stay off the dunes. Use only the marked paths from the camp to and from the beach.

Beach. While using the facilities at Camp Blodgett you are most welcome to use our beach for walking or for sunbathing. However, take every precaution if you wish to go into the water and swim at your own risk. Lake Michigan waters can be dangerous with violent currents. Please keep ALL activities within the 700 feet of beach in front of the Retreat Center. We must respect our neighbors' privacy and property.

Campfires. If you wish to have a campfire, please ask permission from your Camp Blodgett representative. If allowed, you must use an authorized area to build your campfire, use it safely and be sure it is out before leaving it unattended. You must also remove partially burnt wood and insure it is properly disposed of.

Fireworks. Fireworks are prohibited. Amateur use of any fireworks is illegal in Michigan and prohibited. The township requires a permit and on-site fire prevention professionals.

Walking. There are many beautiful areas for walking while visiting Camp Blodgett. You may walk along the beach or on the bike path along Lakeshore Drive. Please be sure, however, to respect the private property of our neighbors and stay on camp or public property.

⇒ **Protecting Neighbors Against Noise.** Under no circumstances will activities be conducted that produce noise that is disturbing to the neighbors of Camp Blodgett. The judgment of the neighbors will be the sole factor in the determination of whether or not the noise is disturbing.

In strict accordance with the Noise Control Ordinance of Grand Haven Charter Township, there shall be no playing or use of any battery or electrically powered or electronic sound producing or amplifying device, speaker or instrument, including a musical instrument, in such a manner or in such loud volume or intensity, at any time or place, so as to disturb, destroy, or endanger the comfort, repose, rest, or peace of the Persons beyond the immediate vicinity of the noise or disturbance. In no case will the devices listed be utilized between the hours of **11:00 pm and 8:00 am.**

In addition, activities on or near the Lake Michigan beach shall terminate at or before 11:00 pm, whether or not those activities are producing noise. In the still of the night, the slightest sounds carry and are amplified and even joyful laughter is disturbing to those trying to sleep. While individual activities may occur only one night, they occur every night for the neighbors.

Even though certain activities may be exempted from the stipulations of the Noise Control Ordinance, it remains the responsibility of Camp Blodgett and of its rental clients (Renter), to protect the peace and comfort of our neighbors, by adhering to the spirit as well as the letter of this law, and to enforce it amongst their guests. The judgment of the neighbors will be the sole factor in the determination of whether or not the noise is disturbing.

⇒ It is agreed that if the Noise Control Ordinance of Grand Haven Charter Township is violated, any penalties assessed for that infraction are the sole responsibility of the Renter, and if assessed against Camp Blodgett because of the action of the Renter or Renter's guests, shall be reimbursed to Camp Blodgett by the Renter. The Renter's security deposit may be used for the purpose of this reimbursement and may be held by Camp Blodgett until any forthcoming penalty is resolved.

Signature

Date

Revised 10/10/08